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*File
Reading Panel*

2 July 1948

MEMORANDUM FOR THE EXECUTIVE DIRECTOR

Subject: CIA Reading Panel

I. THE PROBLEM

1. To constitute a CIA reading panel, embracing representatives of all IAC agencies, and to provide for its development to the extent commensurate with the following factors:

- a. The probable contribution of such a panel to the efficient and extensive interchange of intelligence materials among IAC agencies.
- b. The capabilities of CIA to contribute to the organization, operation, and servicing of such a panel.
- c. The support of the IAC agencies which can be gained for such a reading panel.
- d. The concurrence of the IAC agencies in policies that will govern such a reading panel.

II. DISCUSSION

1. Prior efforts of CIA to establish a CIA reading panel with complete IAC representation have met with almost complete failure. The following factors contributed most strongly to that failure.

- a. The probable contribution of the proposed panel to IAC dissemination was not adequately assessed or presented.
- b. The capabilities of CIA were inadequate to support the organization, operations, and servicing of a panel with the proposed scope, at the time of the proposal.
- c. The IAC agencies could not justify the personnel support requested for the proposed panel in terms of the anticipated gain to accrue to each IAC agency.
- d. It was not possible to secure IAC concurrence in the policies proposed to govern the proposed panel because there appeared to be a too rapid and too sweeping an invasion of individual IAC dissemination prerogatives.

2. Present efforts to activate a CIA reading panel must be predicated upon the following factors:

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- a. Concurrence of each IAC agency in the governing policy and scope of the proposed panel.
- b. CIA ability to demonstrate a benefit to each IAC agency, at least equal to the costs that each agency will incur.
- c. CIA capacity to support and service the panel.

3. IAC concurrence in the activation of a CIA reading panel embracing representatives of all IAC agencies can most probably be gained if, in the initial proposal, the scope of the proposed panel operation is limited to the following:

- a. Inter-agency distribution of CIA - produced raw and finished intelligence.
- b. Inter-agency distribution of material of intelligence value produced by non-IAC Federal Agencies to IAC agencies not presently receiving such material.
- c. Reproduction and inter-agency distribution of intelligence material presenting "Class A" reproduction problems voluntarily submitted by IAC agencies to CIA for reproduction and distribution in accordance with controls established by the owning agency.

4. The points of justification for a CIA reading panel, in terms of its benefit to IAC agencies are:

- a. Each agency will have full access to any desired number of copies of any item of CIA raw or finished intelligence for which the agency has authorized need.
- b. Each agency will have full access to any desired number of copies of Federal, non-IAC-agency-produced items of intelligence value for which it has authorized need. This provision gives IAC agencies the benefit of CIA exploitation of agencies producing material not now regularly obtained. Among non-IAC agencies currently exploited are the following:

- (1) Civil Aeronautics Board
- (2) Air Coordinating Committee
- (3) Bureau of the Census
- (4) Bureau of Foreign and Domestic Commerce
- (5) NACA
- (6) Treasury
- (7) Agriculture
- (8) Bureau of Mines
- (9) Petroleum Board (Interior Department)
- (10) Board of Geographic Names
- (11) Tariff Commission
- (12) Federal Reserve System
- (13) Library of Congress

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c. CIA will provide reproduction and distribution service for items such as report enclosures which present difficult (Class A) reproduction problems and which are submitted voluntarily by IAC agencies with requests for that service.

5. The operation of the CIA reading panel must be so conducted that it will not, initially, require the full-time assignment of representatives from each IAC agency, if the advantages cited in paragraph 4. are to exercise maximum leverage in outweighing disadvantages. This mode of operation is possible.

a. Material for the panel would be assembled at a convenient point and held for a period not to exceed 8 working hours for perusal by liaison representatives.

b. Presence of liaison representatives would be initially requested for not more than 4 hours daily.

6. The successful operation of a CIA reading panel, of the kind and scope described in the foregoing paragraphs, will be assured only if the following requirements are met:

a. Personnel. One additional professional staff member in approximate Grade P-5 will be required for increased liaison and "trouble shooting" directly connected with the panel operation. Two additional clerks or clerk-typists in approximate grade CAF-4 will be required for clerical services directly connected with the reading panel operation.

b. Space and equipment. About 500 square feet of space will be required for the reading panel with office furniture for 7 persons.

c. Reproduction Capacity. CIA capacity for reproduction of 600 items monthly to produce 50,000 copy pages per month.

d. The assignment by each IAC agency of one or more liaison representatives for service with the CIA reading panel for 4 hours daily at a designated time and location.

7. Due to the wide variety of material to be reproduced, i. e., foreign languages, charts, drawings and maps, it appears that a facsimile type of reproduction will be required to fulfill the requirements stated in paragraph 6. c. above. Although the product of this type of reproduction is not considered satisfactory (TAB "A"), it is understood that CIA has contracted for new facsimile machines that will turn out a product, greatly improved in quality. It is expected these machines will be available early in 1949. Equipment for the reading panel could possibly be available at the same time.

Assuming that present reproduction facilities would be available for reproducing from stencils, funds will be required to purchase 1 Faxograph stencil cutting machine, which under present contract is about \$6,000.00, and for the salary of 1 CAF-3 grade employee.

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III. RECOMMENDATION

It is recommended that:

- a. The requirements listed in paragraph 6. a, b and c above, be fulfilled by the Central Intelligence Agency at the earliest practicable date.
- b. No additional proposals for a CIA central reading panel be made to the Intelligence agencies, until fulfillment of the above requirements is assured.

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[redacted]
Colonel, AC

WJC:mem

Note: Memo routed to (1) Exec. for A & M
(2) Exec. Dir.

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